

# GRANADA SANITARY DISTRICT OF SAN MATEO COUNTY

455 Avenue Alhambra, #6 ~ P. O. Box 335 ~ El Granada, California 94018  
Telephone: (650) 726-7093 ~ Facsimile: (650) 726-7099

## **MINUTES** **BOARD OF DIRECTORS MEETING** **April 4, 2002**

**CALL TO ORDER:** The regular meeting was called to order at 7:34 p.m. by Board President Bill Katke at the District Office in El Granada.

**ROLL CALL:** Attending Directors were: President Bill Katke, Vice President Leonard Woren, Treasurer Laura Stein, Secretary Fran Pollard, and Board Member Shawn McGraw. Attending staff were: Legal Counsel Jonathan Wittwer, Engineer Robert Item, Administrator Gina Holmes, Assistant Administrator Delia Comito, and District Clerk Leisa Bretz.

**PLEDGE OF ALLEGIANCE:** All present recited the Pledge of Allegiance.

**GENERAL PUBLIC PARTICIPATION:** There were no general public comments although Director Woren commented regarding a phone call that he had made to Seacoast Disposal regarding recycling. He also announced that there was a commercially zoned space in Princeton advertised for rent as an oceanfront home that could double as a workspace and that we believe that this is a violation of County regulations.

### **CONSENT AGENDA:**

Administrator Holmes recommended that the Board table the following Consent Agenda Items:

1. Approval of meeting minutes for January 17, 2002.
2. Approval of meeting minutes for March 7, 2002.
3. Approval of meeting minutes for March 21, 2002.

**The Board agreed to table these Items until the next regular Board meeting.**

Director Stein requested that the following Consent Agenda Items be held for discussion:

6. Approval of authorizing the Granada Sanitary District to join in *Amicus Curiae* Brief to California Supreme Court in *Gardner [correction of Agenda Item wording] v. County of Sonoma.*
8. Approval of District Engineer providing County with maps of all possible sewer line locations and all District street rights-of way.

Director Woren requested that the following Consent Agenda Item be held for discussion:

4. Approval of warrants totaling \$96,608.76 (Cks #3283 to #3314).

**Director Woren moved, seconded by Director McGraw, that the Board unanimously approve**

**the following Consent Agenda Items (Woren/McGraw, 5-0):**

5. Approval of payments from Bond Administration fund totaling \$24,667.24 (Parsons \$1,275.00; Granada Sanitary District \$23,392.24)
7. Approval of Revised Agreement with San Mateo County Public Works regarding Harvard Avenue manhole adjustments.

**The Board agreed to return to the Consent Agenda Items held for discussion.**

**CONSENT AGENDA**

4. Approval of warrants totaling \$96,608.76 (Cks #3283 to #3314): Director Woren questioned check #3283 issued to Silicon Valley Manufacturing Group. President Katke explained the payment was for the Regional Water Summit that he attended on March 26, 2002. Director Woren felt that the water conference was not related to District business. Director Woren also questioned check numbers #3293, #3294, #3295, which were reimbursements to Board members having meals with Chuck Duffy. He felt that in the future these expenses should be Board approved.

**Director Pollard moved, seconded by Director Stein, that the Board unanimously approve the warrants totaling \$96,608.76 (Cks #3283 to #3314). (Pollard/Stein, 5-0)**

6. Approval of authorizing the Granada Sanitary District to join in *Amicus Curiae* Brief to California Supreme Court in *Gardner [correction of Agenda Item wording] v. County of Sonoma*: Director Stein asked Counsel Wittwer what the cost would be to the District for joining in the Amicus Curiae Brief. Counsel advised that this would require less than one hour of his time. Additionally all parties would be sharing in the cost for photocopying which is currently unknown. The following action was taken:

**Director Stein moved, seconded by Director Pollard, that the Board unanimously authorize the Granada Sanitary District in *Amicus Curiae* Brief to California Supreme Court in *Gardner [correction of Agenda Item wording] v. County of Sonoma*. (Stein/Pollard, 5-0)**

8. Approval of District Engineer providing County with maps of all possible sewer line locations and all District street rights-of way: Director Stein requested that the Engineers insure that a copy of the correspondence they send to the County is provided in the Board of Directors packets, and that the GSD office is provided with a copy of the maps which are given to the County. The following action was taken:

**Director Stein moved, seconded by Director Pollard, that the Board unanimously approve the District Engineer providing the County with maps of all possible sewer line locations and all District street rights-of way. (Stein/Pollard, 5-0)**

**ACTION AGENDA**

9. Discuss/consider vote to approve Ordinance adopting required definitions of Urban service zones and Rural service zones: Administrator Holmes explained

that two property owners who were not in the affected rural area had been mailed letters in error. Director Woren stated that there appeared to be more people in attendance at the meeting than would be affected by this Agenda Item and wanted to clarify the affected areas. District Counsel Jonathan Wittwer explained that the Board was addressing this Item in order to bring the District into compliance with the San Mateo County LCP which required designation of urban and rural service zones. Designated rural zones would receive reduced charges for a reduced level of services. He further stated that some land inside the urban/rural boundary is required to be considered rural and treated as such. Counsel Wittwer further referenced several items provided in the Agenda packet including documents from County Counsel, a Coastal Commission Staff Report approving the 1997 LCP County Amendment implementing the Coastal Protection Initiative and maps.

Public correspondence was received from the following: There was a letter dated April 3, 2002 from the attorney for the Viso's stating there was no objection on the Ordinance on the basis that the Viso's property was not in the Rural Zone.

Board President Katke announced that he would hear speakers from the public at this time. The following members of the public addressed the Board regarding this Item:

Greg Antone, Attorney for KN Properties;  
Kerry L. Burke, representing Laura Silvestri;  
Jerome Brolan, representing the Boggs and Viso Families;  
John P. Boggs, representing himself;  
Peter Grenell, General Manager for the San Mateo County Harbor District;  
Julian McCurrach, President of the Princeton Citizen's Advisory Committee (PCAC);  
Frank Ortizi, representing his mother who is a property owner;  
David Reed, representing himself;  
Gloria Clark, representing the Caron Family;  
Debra Newton, speaking on behalf of Barbara Mauz, her family and community members; and  
Craig Caron, speaking on his own behalf.

With the exception of Debra Newton, the overall sense and concerns of the speakers, were that this was the first they had heard of this issue and felt that inadequate notice had been given to property owners of the Board's consideration. The majority had requested that the Board postpone a decision on this Item to give enough time to allow them to analyze the Ordinance. District Counsel Wittwer responded to many of the questions asked by the public members. He stated that notification by the District legally was sufficient and that there was no legal obligation to notify property owners. There was further discussion and questions between the Board and the public. President Katke then asked for additional public comments. It was mentioned that the County would be revisiting land use issues and LCP review, which may change zoning. Additional questions were asked of the Board and most asked again for the

postponement of the decision. There was continued discussion among Board members and questions to Counsel. The Board had a general sense it was reasonable to postpone a decision on this Item until the next District meeting. After further discussion:

**Director Pollard moved, seconded by Director Woren approve an Ordinance adopting required definitions of Urban service zones and Rural service zones. The motion failed (Pollard/Woren, 1-4) 1(Pollard) – 4.**

**Director Stein moved, seconded by Director Woren, that the Board unanimously approve postponement of the Agenda Item regarding an Ordinance adopting required definitions of Urban service zones and Rural service zones until the next regular Board meeting or, if not enough time, a Special meeting is to be scheduled. Director Stein Amended her Motion to add that the meeting date for the Ordinance adopting required Urban zones and Rural zones would be noticed in the Half Moon Bay Review. After additional discussion and some public input, Director Woren accepted the amended Motion, which was approved unanimously. (Stein/Woren, 5-0.)**

**President Katke called for a brief recess of the meeting at 9:45 p.m. The meeting reconvened at 10:03 p.m.**

10. Discuss/consider approval of Request for Exemption from District Ordinance No. 139: McDonald, Mary APN: 048-046-010; Cortez at 5<sup>th</sup> Ave., Miramar Parcel 5,000 sq. ft.; Structure 2,585 sq. ft.; Zoning: R-1/S-9: Director Pollard had some concerns and wanted to inspect the parcel before granting the exemption. After some discussion, the following action was taken:

**Director Woren moved, seconded by Director Stein, that the Board approve the Request for Exemption from District Ordinance No. 139: McDonald, Mary APN: 048-046-010; Cortez at 5<sup>th</sup> Ave., Miramar Parcel 5,000 sq. ft.; Structure 2,585 sq. ft.; Zoning: R-1/S-9. (Woren/Stein, 4-1) (Pollard)**

**Director Stein moved, seconded by Director Woren, at 10:10 p.m. that the Board unanimously approved extension of the meeting until 10:45 p.m. (Stein/Woren, 5-0)**

11. Discuss/consider approval of month-to-month lease for District Office, 455 Avenue Alhambra, Suites 6 & 7, El Granada: There was Board discussion. The following action was taken:

**Director Pollard moved, seconded by Director Stein, that the Board unanimously approve the month-to-month lease for District Office, 455 Avenue Alhambra, Suites 6 & 7, El Granada. (Pollard/Stein, 5-0)**

12. DIRECTORS' COMMENTS AND COMMITTEE REPORTS  
Sewer Authority Mid-Coastside (SAM): Directors Woren and McGraw Meeting Report, March 25, 2002: Director Woren provided a brief review of the main issues discussed at the most recent SAM meeting which were odor control and a bid protest. He also mentioned that there was a temporary finance person at SAM and that a permanent finance person would be hired by the new General Manager. Director Woren also announced that at the next meeting to be held on April 22<sup>nd</sup>

the General Manager of Coastside County Water District (CCWD) would be there to make a presentation regarding water reclamation.

**ASSESSMENT DISTRICT:** Directors Katke and Stein: Report on March meetings with Bond Counsel G. A. Laster: Directors Katke and Stein provided an explanation for the cancellation of the District's Board meeting with Bond Counsel who had met with the Committee to provide details of the steps towards bond refunding. The Committee had determined that the timeline could not be met for bond refunding. There was additional Board discussion. It was determined that a proposal would be forthcoming with regards to Assessment District staffing, which would be a future Agenda Item.

**Director Stein moved, seconded by Director Pollard, that the Board unanimously approve extension of the meeting until 11:00 p.m. (Stein/Pollard, 5-0)**

Director McGraw announced an event at Quarry Park on April 14, 2002.

Director Woren announced a Parks and Recreation needs assessment meeting on April 8, 2002 and an LCP update meeting on April 15, 2002.

#### **INFORMATION CALENDAR**

13. **Administrator's Reports:** Administrator Holmes briefly reviewed the items provided in the Agenda packet which were the GSD Agenda Policy & Procedures and the Pending Action Sheet provided in the packet.
14. **Engineer's Report: Report of Recent Engineering Activities for February 2002:** Associate Engineer Robert Item reviewed the summary provided in the Agenda packet. He indicated that there had been some problems with the Capital Improvement Project (CIP) contractor following specifications. The Board asked for a follow-up on this issue at the next Board meeting. The Engineer was directed to provide follow-up at the next meeting on some Assessment District related items as well. Director Stein gave direction to the Engineer to insure that the Contractors remove their equipment from the strip immediately, as stipulated in their contract. Director Stein made a second request that the recalculation of the cost of the Noncontingent Assessments be provided at the next meeting. The full Board gave direction to insure that the Capistrano Project was the top priority following the work done on Navarro.

**Director Stein moved, seconded by Director Pollard, that the Board unanimously approve extending the meeting until 11:15 p.m. (Stein/Pollard, 5-0)**

**Attorney's Report:** There was no attorney's report.

16. **SET FUTURE AGENDA:** The Board and Staff discussed the various changes to the upcoming future Agenda. One Item was moved to a May meeting. The

minutes tabled this evening will be added to the future Agenda. Seven Agenda Items were deleted.

**Director McGraw moved, seconded by Director President Katke, that the Board unanimously approve to extend the meeting until 11:25 p.m. (McGraw/Katke, 5-0)**

The Board continued discussing the Future Agenda and the following changes: District Counsel Wittwer requested that a press release in regards to Ordinance 139 be added to Consent Agenda.

**Director Woren moved, seconded by Director McGraw, and unanimously voted by the Board that the meeting adjourn at 11:26 p.m. (McGraw/Woren, 5-0)**

Submitted on: May 2, 2002

Approved on: May 2, 2002

---

SUBMITTED BY:  
Leisa Bretz, District Clerk

---

APPROVED BY:  
Fran Pollard, Board Secretary